



**CITY OF MANCHESTER
HISTORIC REVIEW COMMISSION MINUTES**

January 7, 2013

ATTENDANCE

Chairman Thom Kuntzman – Present
Vice-Chairman Ken Aston – Present
Commissioner Janice DiGirolamo – Present
Commissioner Sandra Wilmoth - Present

Commissioner Sue Simons – Present
Commissioner Bob Strothkamp - Present
Aldermanic Liaison John Diehl – Present

CITY OFFICIALS

Franz Kraintz - Director of Planning, Zoning & Economic Development

CALL TO ORDER

Chairman Kuntzman called the meeting of the City of Manchester Historic Review Commission to order at 5:30 p.m. The attendance at the meeting is reflected above.

APPROVAL OF THE MINUTES

Commissioner Strothkamp made a motion to approve the minutes of the December 3, 2012 meeting which was seconded by Commissioner DiGirolamo. Unanimously approved.

CERTIFIED LOCAL GOVERNMENT EVALUATION

Chairman Kuntzman shared his views of the December 10 meeting the Missouri CLG Coordinator Jo Ann Radetic had with the City to evaluate the progress it's making to meet the goals of the program. He stated there were no glaring deficiencies and overall the City was meeting the goals. The one take-away Chairman Kuntzman had from the meeting was that the City has its own local registry or listing of historic properties but it is written in a form inconsistent with the National Register. His belief was that whether or not the area or its buildings would be nominated, the historic information on the buildings in Manchester should be documented in the format used for official nominations. He referred to one of the actual survey forms the State uses and suggested that the HRC start to use this and document the historic buildings in Manchester. The initial goal will be to take and fill in a form for each of the buildings on the City's local registry with the information currently available then evaluate the type information still needed and how to go about acquiring it. Commissioner Strothkamp volunteered to start by completing said survey on the Hellman House.

The other aspect of the evaluation included that the State CLG Coordinator did not have biographies of the current members of the HRC. Chairman Kuntzman asked each to furnish theirs to him when they get a chance.

REOCCUPANCY OF 1444 MANCHESTER ROAD

Director Kraintz informed the HRC that Scotty's Fresh Produce Market would be occupying the former Meramec Valley Bank building. This follows a long period of vacancy and underutilization so it is welcomed to have a merchant occupy this building. He also said that there were no improvements contemplated for the exterior of the building so the HRC would not be making a formal review. However, for usage, the HRC could make a recommendation to the P&Z Commission as they deliberate

about recommending the Special Use Permit to the Board of Aldermen. Chairman Kuntzman asked if any improvements to the building would be made. Director Kraintz said he was aware that in bringing the structure up to code for a mercantile use, a bathroom would have to be added to the ground floor. He thought it would be in the original part of the building in proximity to the existing sewer stack. After much discussion about the virtues of this use in this building, the HRC unanimously was in favor of the P&Z Commission making a favorable recommendation to the Board of Aldermen on the applicant's Special Use Permit request.

CERTIFICATES OF APPROPRIATENESS

Chairman Kuntzman reiterated his concern about restoration projects that the HRC approves that are not built in compliance with the plans. He cited the Dial Architects project where the siding on two of the sides was not consistent with the other two particularly after the applicant stressed the siding was going to match. Director Kraintz said he was unaware of the difference in siding profile and understood that only the color was different. The other example was Elmer Kowal's building. Director Kraintz stated because that was an emergency repair after the vehicle crashed into it, he believed the plans showed that it was being built back to the way it was. Instead the bay window was on the plans and it was approved that way. Chairman Kuntzman asked him to review the windows on the right side of the building for their compliance. To enforce compliance with the plans, Vice-Chairman Aston thought the City enforcement division should be handling that.

.ADJOURNMENT

The next meeting will be Monday January 21, 2013 at 5:30 p.m. At that time, the HRC will spend more time discussing the survey forms and the goals for 2013. With the business of the HRC concluded, Commissioner Strothkamp made a motion to adjourn which was seconded by Commissioner Wilmoth. Meeting adjourned at 6:40 p.m.